

# Minutes

**Monroe Downtown Development Authority  
Regular Meeting  
Wednesday, May 21, 2014  
First Floor Conference Room  
Monroe City Hall**

Chairperson Janet Berns called the meeting to order at 7:46 a.m.

## **1. Roll Call**

Present: Chairperson Janet Berns, Mayor Robert Clark, Scott Goocher, Shaun McGowan, Steve Pipis, Jodie Stevens, Tom Stewart, Cheri Weakly  
Excused: Mary Gail Beneteau, Ken Calender, Kimberle Daniels  
Staff: Paula Stanifer, Dan Swallow, Patrick Lewis  
Guests: Frank Grzywacki

## **2. Consent Agenda**

- A. Approval of May Agenda
- B. Approval of Minutes of April 16, 2014 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Ms. Stevens, seconded by Ms. Weakly to approve the Consent Agenda.  
*Motion carried unanimously.*

## **3. 2013-2014 Work Program**

Mr. Lewis presented the Traffic Study for Monroe Street. Discussion was held; questions were asked and answered.

Positives: slower traffic, friendly pedestrian traffic, more parking.

Negatives: People who cannot parallel park, traffic backup.

Motion by Ms. Stevens to support council in pursuing a reconfiguration of Monroe Street to enhance the calming of traffic and to add parking; supported by Mr. Pipis.

*Motion carried unanimously.*

### **A. Committee Project Status Reports**

#### **1. Design Committee – Cheri Weakly**

Planting went well on May 10. About ten people showed up to help. Ms. Stevens will fertilize. Ms. Weakly continues to look for businesses to water.

Motion by Ms. Weakly to pay up to \$1,250 to Four Star Greenhouse for our spring flowers; supported by Ms. Stevens.

*Motion carried unanimously.*

Ms. Stanifer spoke with Mr. Lewis and Mr. Walters. They see no problem with securing the Adirondack chairs in Loranger Square and the new parking lot.

Motion by Ms. Stevens to use funds from our partnership with DMBN from the Wine Crawl to purchase six Adirondack chairs; Ms. Weakly seconded.

***Motion carried unanimously.***

2. Promotions Committee – Mary Gail Beneteau  
June 14, 2014 is the 2<sup>nd</sup> Annual Downtown Monroe Flea Market; flyers were distributed  
July 18, 2014 is the Wine Tasting  
August 22, 2014 is the Movie in the Square
3. Development Committee – Jodie Stevens  
Parking and snow are the next items the committee will be discussing.
4. Façade Grant Committee – Steve Pipis

a. 53 South Monroe Street

An email was read from the owner answering questions from the board.

Motion by Ms. Stevens to award 53 South Monroe Street \$10,000 contingent upon trim colors following the color pallet for windows; Mr. Goocher seconded the motion.

***Motion carried unanimously.***

b. 131 East Front Street

An email from Jake LaRoy was read.

Lengthy discussion was held on work completed. The board was unable to reach a resolution on the reimbursement. Some questions need to be answered before anyone could make a decision.

Ms. Stanifer will send a letter to The LaRoy's asking for the reason the materials were changed, and why the DDA was not informed per the application. The board also indicated the project was not completed based on the email from Mr. LaRoy and the submitted drawings.

**B. DDA Office Report**

Ms. Berns thanked the members who contributed to the bench in honor of her father.

Ms. Beneteau's mother, Ms. Stanifer's grandmother passed away yesterday.

**4. Other Business**

- A. Elections will be held in July

## **5. Communication**

Paint the Town Purple – Relay For Life is asking businesses to decorate in purple for June 7 & 8 in support of the fight against cancer.

United Way is having their fundraiser again this year and is seeking donations. A commitment needs to be made by August 1 to be included in their print advertising.

Frank Grzywacki reported that he is still waiting for the City to restructure his sidewalk. He would like another extension on his façade grant. This item was referred to the Façade Grant Committee.

The Monroe Street project should be on Council's agenda for June 2.

## **6. Adjournment**

A motion to adjourn was made by Ms. Stevens, supported by Mayor Clark at 9:40 a.m.

*Motion carried unanimously*